

**OFFICE OF THE EXECUTIVE ENGINEER
CRS DIVISION, E&AM SECTOR, KMDA. 'G'-BLOCK, GROUND FLOOR,
UNNAYAN BHAVAN SALT LAKE CITY, KOLKATA-91.**

QUOTATION NOTICE

**Notice Inviting "e"-Quotation No: KMDA/CIVIL/03/EE(CRS)/E&AM / KMDA OF 2017-18
Dated : 08.09.2017.**

TENDER ID:- 2017_KMDA_128640_1

EXECUTIVE ENGINEER, CRS DIVISION for and on behalf of Kolkata Metropolitan Development Authority (KMDA) invites ON LINE "e"-QUOTATION in KMDA Form No: 1 from reliable, resourceful, bonafide, eligible firms/companies/individual/Joint Venture agencies who have successfully & satisfactorily completed the similar nature of works of value not less than 50% of the value of amount put to Quotation in a single contract within last 5(five) years from the date of NIQ in any Government/Semi Government /Undertaking/Autonomous bodies/Local bodies.

Sl No	Name of Work	Estimated Amount (Rs)	Earnest Money Rs.	Time of completion
1	2	3	4	5
1.	Repairing & Maintenance of Auditorium Building matching with existing finished works and as directed by EIC at the Dist. Head Quarters, Baruipur, South 24 Paraganas.	13,58,830.00	Rs.28000.00 amount to be submitted online.	30 (Thirty) days.

- Intending bidder may download the Quotation documents from the website <https://wbenders.gov.in> directly with the help of Digital Signature Certificate.
- Online Earnest Money Deposit (EMD) in favour of "KMDA" at ICICI Bank, Hatibagan Branch, Account No- 127301000508 (IFSC-ICIC0001273).
- Submission of Quotation:- a) Pre-qualification/Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wbQuotqtions.gov.in> as per time schedule stated herein under. Time will be reckoned
- as per Server Clock. b) The Financial Bid of the participant Quotationers will be opened only if the Quotationer qualifies in the Technical Bid evaluation.

5. Time Schedule for Downloading, Uploading and Opening of Quotation Documents:-		
a)	Date of uploading of N.I.Q. & other Documents (online) (Publishing Date)	Date: 08.09.2017 , Time: 17.00 hrs
b)	Documents download start date (Online)	Date: 08.09.2017 , Time: 17.00 hrs
c)	Documents download end date (Online)	Date: 18.09.2017, Time: 13.00 hrs.
d)	Online Bid Submission Start Date & Time	Date:08.09.2017 , Time: 17.30 hrs
e)	Online Bid Submission Last Date & Time	Date: 18.09.2017, Time: 14.00 hrs.
f)	Submission of hard copy of online submitted documents in the office of the undersigned.	On or before 20.09.2017 upto 12.00 hrs.
g)	Time and Date of Opening of Qutation (Bid will be opened by the Authorized Officers)	Date: 20.09.2017, Time: 14.00 hrs.

Quotations will be opened by the Executive Engineer, CRS Division, E&AM SECTOR, KMDA or his authorized representative in presence of Quotationer or their authorized representatives who may like to be present.

- 5. Eligibility criteria for the bidders :-**
- a) The bidders should have the credentials of similar nature of works with the value not less than 50% of the estimated amount in a single contract.
 - b) Scanned copy of PAN card, P. Tax, Valid Income tax(For last 3yrs), GST registration certificate, Credentials, Work Order, Payment certificate, other supporting documents, Company Registration Certificate and/or trade license of the company must be submitted duly digitally signed at desired location in the website <https://wbtenders.gov.in>.
 - c) Scanned Copy of one affidavit before Notary will have to be submitted mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt./Semi-Govt./Autonomous body/Institution through on line at desired location.
 - d) Partnership Firm should submit necessary partnership deed at desired location through on line.

6.Earnest Money:- The original document of EMD (Earnest Money Deposit) should be furnished before the Quotation Inviting Authority, when asked to do so during evaluation of the Quotations.

The Quotationer shall have to upload scanned copy of requisite documents of earnest money deposit along with the Quotation document in prescribed manner failing which the Quotation shall be rejected. The balance earnest money if any to fulfill 2(two) percent of the required Quotation value is to be deposited at the time of execution of formal agreement.

- 7. a) List of common documents shall have to be uploaded by each Quotationer at the time of submission of Quotation through online:-**
- i. Income Tax e-Return (For last 3yrs)
 - ii. Pan Card.
 - iii. Trade Licence
 - iv. Professional Tax Enrolment certificate with current year challan.
 - v. GST registration certificate.
 - vi. Valid Renewed Trade License.
 - vii. Work Order along with payment certificate & completion certificate.
- b) List of documents shall have to upload by a Partnership Firm in addition to Sl. No. 7.a)**
- i) The power of Attorney for the firm for signing the Quotation by a partner.
 - ii) Partnership Deed.
- c) List of documents shall have to upload by a Partnership Firm in addition to Sl. No. 7.a)**
- i) Valid N.O.C. from concern ARCS.

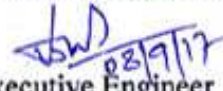
8. Language of Quotation:- The Quotation shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the Quotations shall be in English.

9. Others :- The Quotation Notice along with other documents like Quotation Form No. -1 KMDA, Technical Specification, Special Terms and Conditions , BOQ, Addendum and corrigendum etc. whatever documents uploaded by the department concerned thereto shall be part and parcel of the Quotation.

10. Declaration:- Quotationer must upload and submit duly digitally signed a declaration as per prescribed format for confirmation of his awareness of the contract.

The Quotation inviting authority reserves the right to accept or reject any or all the Quotations without assigning any reason what so ever.

For detailed information please visit <https://wbQuotations.gov.in> & www.kmdaonline.org.


Executive Engineer
CRS Division
E&AM. Sector, KMDA

Memo No. 58/EE(CRS)/E&AM/KMDA/W-7/95(Part-IV)/17-18

Dated : 08.09.2017

Enclosed 5(five) copies of this NIQ are forwarded to the DEPUTY DIRECTOR (PR), P.R. Department, KMDA . He is requested to kindly circulate this NIQ as per prevailing norms of KMDA.


EXECUTIVE ENGINEER
CRS DIVISION, E&AM SECTOR, KMDA

No. 58 /1(14)/EE/CRS/E&AM/KMDA/W-7/95(Part-IV)/17-18

Dated: 08.09.2017

Copy forwarded for information & necessary action to:-

- 1) The Chief Engineer, E&AM Sector, KMDA
- 2-4) The Chief Engineer, Housing/R&B/W.S Sector, KMDA.
- 5) The Superintending Engineer, CRS Circle, E&AM Sector, KMDA
- 6) The A.C.F.A. E&AM Sector, KMDA
- 7- 12) The Executive Engineer, ECPD -I / II / SFD / CD - II/ BPPD - I / II of E&AM Sector, KMDA.
- 13) The Head Estimator, CRS Division, E&AM Sector, KMDA.
- 14) Notice board.

Executive Engineer
CRS Division
E&AM. Sector, KMDA

INSTRUCTION TO BIDDERS

Instruction / Guidelines for Quotations for electronic submission of Quotations online have been annexed for assisting the contractors to participate in e- Quotationing.

1. **Registration of Contractor :-** Any contractor willing to take part in the process of e – Quotationing will have to be enrolled & registered with the Government e – Procurement system through logging on to <https://wbtenders.gov.in>. The contractor is to click on the link for e – Quotationing site as given on the web portal.
2. **Digital Signature Certificate (DSC) :-** Each contractor is required to obtain a class - II or class – III Digital Signature Certificate (DSC) for submission of Quotations from the approved service provider of the national Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause -1 of Guideline to Bidder. DSC is given as a USB e – Token.
3. **Collection of Quotation documents :-** The contractor can search & download NIQ & Quotation documents electronically from computer once he logs on to the website mentioned Clause 1 using the Digital Signature Certificate. This is the only mode of collection of Quotation documents.
4. **Submission of Quotations :-**
 - a) **General process of submission:-** Quotations are to be submitted through online to the website stated in Cl.1 in two folders at a time for each work, one is Technical bid and other is Financial Bid before the prescribed date and time using the Digital Signature Certificates.
 - b) **Technical Bid:-** Technical Bid contain scanned copies of the followings further in two cover (folder).

A-1. Statutory Cover Containing.

- i) Earnest money (EMD) as prescribed in the NIQ.
- ii) NIQ.
- iii) Duly fill-up Declaration as per prescribed format with manual Sign & Stamp.

N.B: Bidder must download KMDA Quotation Form No-1, General Terms and Condition, Special Terms & Conditions, Technical Specifications, all other addendum, Corrigendum etc. whatever documents uploaded by the department in the web under the NIQ and must go through carefully before quoting his rate. These documents are not necessarily be uploaded by the bidder.

A-2. Non Statutory/Technical documents Cover containing.

- i. Income Tax e-Return (For last 3yrs)
- ii. Pan Card.
- iii. Trade Licence
- iv. Professional Tax Enrolment certificate with current year challan.
- v. GST registration certificate.
- vi. Valid Renewed Trade License.
- vii. Work Order along with payment certificate & completion certificate.

Note: Failure of submission of any of the above mentioned documents (as stated in A-1 & A-2) will render the Quotation liable to summarily rejected for both statutory & non statutory cover.

5. THE ABOVE STATED NON STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER.

Click the check boxes beside the necessary documents in the My Document list and then click the tab "Submit Non Statutory Documents" to send the selected documents to Non Statutory folder. Next Click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

Sl. No	Category Name	Sub-Category Description	Details
A.	Certificates	Certificates	i) Pan Card .ii) Professional Tax clearance certificate. iii) GST certificate. Iv) Acknowledgement of IT return (For last 3 hrs.)
B.	Company Details	Company Details-1	i) Valid Trade License ii) Partnership Deed, iii) Society Registration, Power of Attorney, etc. as applicable.
C.	Credential	Credential-1	i) 50%Credential within 5 years, Work Order, Payment certificate, completion certificate.

Financial Bid:-

- i) The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate through on line in the space marked for quoting rate in the BOQ.
- ii) Only downloaded copies of the above documents are to be uploaded, virus scanned & digitally Signed by the contractor.
- iii) **The quoted rate should be inclusive of GST as applicable.**

6. Opening & Evaluation of Quotation:-

Opening of Technical Bid:

- i) Technical bid will be opened by the Executive Engineer, CRS Division, E&AM SECTOR, KMDA Intending Quotationer may remain present if they so desire. Statutory Cover(folder) would be opened first & if found in order and correct Non Statutory Cover (folder) will be opened. If there is any deficiency in the Statutory & Non statutory documents the Quotation will summarily be rejected.
- ii) Decrypted (transformed in to readable formats) documents of the non- statutory cover will be downloaded for evaluation.
- iii) List of technically qualified Quotationers would be uploaded.

During evaluation, the Quotation Inviting Authority may summon of the Quotationers & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will liable for rejection.

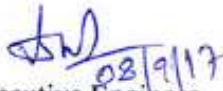
Opening and evaluation of Financial Bid:

- i) Financial bid of Quotationers declared technically eligible by the Quotation Evaluation Committee will be opened electronically from the web portal on the prescribed date and time.

7. Penalty for suppression / distortion of facts:

Submission of false document by Quotationer is punishable as per prevailing laws.

8. Tender inviting authority reserves the right for rejection & cancellation of the NIQ at any time without showing any reason.


 Executive Engineer
 CRS Division, E&AM Sector, KMDA